

MADISON COUNTY SAFETY MEETING MINUTES

December 19, 2008

On Friday, December 19, 2008, a Safety Committee meeting came to order at 10:06 a.m. in the Commissioners' Conference Room of the Madison County Courthouse in Virginia City, Montana, with MaryAnn O'Malley, Jill Steele, Margie Edsall, David Schulz, Roger Staley, Marilyn Ross, Jim Hart, and Laurie Buyan present.

Minutes: Minutes from the September 26, 2008, meeting were approved as presented.

Loss Control Program: The Committee reviewed a letter from John Gottbrecht, Putman and Associates. The group discussed that the fact slipping on ice is a safety concern in winter months and the possibility of consolidating mail duties so there aren't as many people going back and forth to the Post Office in bad weather.

Safety Evaluation: Emilia McEwen, MACo Loss Control Specialist, was scheduled to review the Annual Safety Program Evaluation but was unable to attend. Emilia will reschedule.

Safety Concerns:

- **Pankey House:** Karen Brown, GIS/IT, was unable to attend the meeting but left a list of concerns relating to the Pankey House. Items on the list that were discussed: 1. Sidewalks – Roger stated that he put a bucket of salt out for people to use when needed, but not much else could be done; 2. Someone needs to check propane levels so it doesn't run out; 3. Library steps coming from the Highway need to be shoveled because children are using them when they come from the bus; 4. Concerns about traveling to and from the Lee house and the Courthouse.

General Discussion:

- **Fire Drill:** The Committee discussed the current fire drill. MaryAnn O'Malley, Justice of the Peace, questioned the urgency to have a drill while there is ice on the steps, stating accidents might be avoided by having the drill on a nicer day.
- **Smoking:** Marilyn Ross discussed the issue of employees smoking immediately outside all doors of the Courthouse and suggested that if they were all to smoke at one place, it would eliminate the smell at other exists. She stated that the back door would be the best because it is used less by the public.
- **Vents Iced Over:** Jill Steele, Public Health Administrator, discussed issues related to sewer vents freezing and causing dangerous sewer gases to come back into homes. Jill will put out a press release notifying people to check vents when a house smells like sewer or toilets are flushing slowly.
- **Wellness Program:** Jill Steele, Public Health Administrator, discussed a wellness program for employees. David Schulz stated that the auditors have approved incentives for a wellness program as long as we don't get too carried away. Jill is working on getting a Weight Watchers program available to employees.

Set Date for Next Meeting: The next meeting was scheduled for March 27, 2009, at 10:00 AM in the Commissioners Conference Room of the Madison County Courthouse, Virginia City, Montana.

The Meeting was adjourned at 10:50 a.m.
Minutes prepared by Laurie Buyan.